Changes to Washington State's
Police Traffic Collision Report (PTCR) Form
As Approved by the Washington Traffic Records Committee on May 9, 2005

FINAL VERSION – August 2, 2005

A total of 22 changes to the current PTCR Form have been identified. These changes are grouped based on their impacts to (1) the paper PTCR Form, and (2) WSDOT's Collision Location and Analysis System (CLAS) database.

The following five changes impact the format of the paper PTCR, but do not require any changes to the CLAS Database or CLAS data input screens.

1. **Discontinue the use of colored ink** for printing the PTCR. Future printings should be done using black ink only.

2. **Replace the small individual letter boxes** currently used to capture free form text, such as for location information, names, vehicle information, etc., with an open box as was used in previous versions of the PTCR.

3. **On the PTCR Part B, remove one of the four passenger/witness lines** and use this space to give more room for the collision diagram. Based on 2002 statewide collision data, there were only 1,602 collisions (1.2%) that involved exactly four passengers. Therefore this change should not increase significantly the number of times an officer must complete an additional Part B to collect the fourth passenger's information. As data is not collected for witnesses, it is unknown what impact this change would have on the number of times an additional Part B would be needed for a fourth witness, but it is likely to have a similar negligible impact.

4. **On the back of the PTCR Overlay Sheet, in the section dealing with the criteria for using the Commercial Motor Carrier portion of the Supplemental PTCR**, **modify** item 2 to read "A commercial vehicle designed or used to transport 9 or more people, including driver?"

5. **On the PTCR Part A and Supplemental, for each unit modify the Damage Threshold Met box** so that it contains two boxes, one saying "Yes" and one saying "No".

The following fifteen changes impact the content of the paper PTCR as well as the CLAS Database, CLAS data input screens, and recipients of CLAS data feeds (if applicable):

6. **On the PTCR Part A and Supplemental, for each unit <u>add</u> space to collect one Driver's License Commercial Class, up to three Driver's License Endorsements and up to three Driver's License Restrictions** (MMUCC recommended). Add these seven 2-byte data fields to the CLAS Database for motor vehicle drivers, and modify the CLAS Officer Data Analysis Motor Vehicle Unit Screen and the CLAS Officer Quality Assurance Motor Vehicle Unit Screen to allow the input of these data fields. The following codes table will need to be created in CLAS to validate these fields for Washington State Driver's Licenses:

   <u>Proposed code values – Washington State Driver's License Commercial Class</u>

   A Any vehicle or combination of vehicles except motorcycles
   B Any vehicle except Class A combination vehicles and motorcycles
   C Any vehicle with GVWR or GCWR of 26,000 lbs. or less except motorcycles

   <u>Proposed code values – Washington State Driver's License Endorsements</u>

   H Placarded hazardous materials
   I Commercial Instruction Permit
   N Tank vehicles (Liquids/Gases)
   R Three wheeled motorcycle only
   T Double or triple trailers
   X Both tank vehicles and placarded hazardous materials
   Y Motorcycle instruction permit
   Z Specific endorsement on file at DOL
   3 Two wheeled motorcycle only
   5 Motorcycle with sidecar/trike only
   7 Two wheel and Three wheel motorcycle
   9 Commercial and motorcycle instruction permits

   <u>Proposed code values – Washington State Driver's License Restrictions</u>

   C Corrective lenses
   E Emancipated minor
   F Financial responsibility
   G Ignition interlock device
   K Non air brake commercial vehicles only
   L Medical on file at DOL
   P1 All passenger vehicles (Except School Buses)
   P2 Passenger vehicles below 26,000 lbs .
   S School Bus
   V Agricultural permit
   Z Specific restriction on file at DOL
   * Probationary driver

7. **On the PTCR Part A and Supplemental, for each unit <u>add</u> space to identify if the collision involved a vehicle going over or under another vehicle (**Override/Underride indicator - MMUCC recommended). This will require changes to the PTCR Overlay Sheet. Add this 1-byte data field to the CLAS Database for motor vehicles, and modify the CLAS Officer Data Analysis Motor Vehicle Unit Screen and the CLAS Officer Quality Assurance Motor Vehicle Unit Screen to allow the input of this data field. The following codes table will need to be created in CLAS to validate this field:

   <u>Proposed code values</u>
   No Override or Underride
   Striking Vehicle Overrides Other Vehicle
   Striking Vehicle Underrides Other Vehicle
   Override or Underride Unknown

8. **For each unit and passenger, <u>modify</u> the code values for Airbag** so that they comply with MMUCC recommendations. This will require changes to the PTCR Overlay Sheet. It will also require modifications to the CLAS Database at the motor vehicle driver and passenger levels, and also may entail changes to some of the business edit rules in CLAS to allow input of the new code values. The existing codes table in CLAS will need to be modified to contain these new code values:

<u>Current code values</u>	<u>Proposed code values</u>
Not Airbag Equipped	Not Airbag Equipped
Airbag Equipped – Not Deployed	Not Deployed
Airbag Equipped – Deployed	Deployed – Front
Unknown	Deployed – Side
	Deployed – Other
	Deployed – Combination
	Deployment Unknown

9. **For the Work Zone box on the PTCR Part A, <u>modify</u> the code values for this field so that it now collects the location of the collision in relation to the work zone**, rather than the presence of workers. This will require changes to the PTCR Overlay Sheet. It will also require modifications to the CLAS Database at the collision level, and also may entail changes to some of the business edit rules in CLAS to allow input of the new code values. The existing codes table in CLAS will need to be modified to contain these new code values:

<u>Current code values</u>	<u>Proposed code values</u>
Workers Present	Within Work Zone
Workers Not Present	In External Traffic Backup Caused from Work Zone
Traffic Backup from Work Zone	

10. **On the PTCR Part A, <u>add</u> space to collect the type of work zone** (MMUCC recommended). This will require changes to the PTCR Overlay Sheet. It will also require modifications to the CLAS Database at the collision level with the addition of a new 1-byte data field, and also may entail changes to some of the business edit rules in CLAS. Modify the CLAS Officer Data Analysis Part A Screen and the CLAS Officer Quality Assurance Part A Screen to allow the input of this data field. The following codes table will need to be created in CLAS to validate this field:

    <u>Proposed code values</u>
    Construction
    Maintenance
    Utility
    Work Zone Type Unknown

11. **For the Vehicle Classification boxes on the Part A and Supplemental, <u>modify</u> the code values for this field and <u>add</u> a new fourth code value.** This will require changes to the PTCR Overlay Sheet. This will also require modifications to the CLAS Database, and also may entail changes to some of the business edit rules in CLAS. The existing codes table in CLAS will need to be modified to contain this new code value:

    <u>Proposed code values</u>
    Trailer w/GVWR of 10,001 lbs or more, if GVWR of combined vehicle(s) is 26,001 lbs or more – CDL required
    Single vehicle w/GVWR of 26,001 lbs or more; or any school bus regardless of size – CDL required
    Single vehicle of 26,000 lbs or less, designed to carry 16 passengers or more; or any vehicle regardless of size which requires a HAZ MAT Placard – CDL required
    Commercial vehicle transporting 16 passengers or less – No CDL endorsement required

12. **On the PTCR Part A and Supplemental, <u>remove</u> the Sequence of Events**. (Sequence of Events will now be collected by WSDOT collision analysts in the office.) This will require changes to the PTCR Overlay Sheet. It will also require modifications to the CLAS Officer Data Analysis Part A and Supplemental Screens, and the CLAS Officer Quality Assurance Part A and Supplemental Screens. In addition, the CLAS Officer Data Analysis Motor Vehicle Unit and Pedalcyclist Unit Screens and the CLAS Officer Quality Assurance Motor Vehicle Unit and Pedalcyclist Unit Screens will need to be modified to allow the input of the Sequence of Events. This also may entail changes to some of the business edit rules in CLAS.

13. **On the PTCR Part A, <u>add</u> space to capture the name of the tribal reservation if a collision occurred on a roadway within the reservation's boundaries**. This will require modifications to the CLAS Database at the collision level with the addition of a new 2-byte data field, and also may entail changes to some of the business edit rules in CLAS. Create a new tribal reservation codes table to contain the names of all recognized reservations, and modify the CLAS Officer Data Analysis Part A Screen and the CLAS Officer Quality Assurance Part A Screen to allow the input of this data field. The following codes table will need to be created in CLAS to validate this field:

<u>Federally Recognized Tribes</u>	<u>Non-Federally Recognized Tribes</u>
Chehalis Confederated Tribes	Chinook Tribe*
Colville Confederated Tribes	Duwamish Tribe*
Cowlitz Tribe	Kikiallus Indian Nation
Hoh Tribe	Marietta Band of Nooksack Tribe
Jamestown S'Klallam Tribe	Snohomish Tribe
Kalispel Tribe	Snoqualmoo Tribe
Lower Elwha Klallam Tribe	Steilacoom Tribe
Lummi Nation	
Makah Tribe	*Pending Federal Recognition
Muckleshoot Tribe	
Nisqually Tribe	
Nooksack Tribe	
Port Gamble S'Klallam Tribe	
Puyallup Tribe	
Quileute Tribe	
Quinault Nation	
Samish Nation	
Sauk-Suiattle Tribe	
Shoalwater Bay Tribe	
Skokomish Tribe	
Snoqualmie Tribe	
Spokane Tribe	
Squaxin Island Tribe	
Stillaguamish Tribe	
Suquamish Tribe	
Swinomish Tribe	
Tulalip Tribes	
Upper Skagit Tribe	
Yakama Nation	

14. **As directed by SSB 5161, <u>add</u> the following driver distracted codes to the existing Contributing Circumstances that are collected**. This will require changes to the PTCR Overlay Sheet. This also may entail changes to some of the business edit rules in CLAS. The existing codes table in CLAS will need to be modified to contain these new code values:

    <u>Proposed code values</u>
    Driver Operating Handheld Telecommunication Device
    Driver Operating Hands-free Wireless Telecommunication Device
    Driver Operating Other Electronic Devices (computers, navigational devices, etc.)
    Driver Adjusting an Audio or Entertainment System
    Driver Smoking
    Driver Eating or Drinking
    Driver Reading or Writing
    Driver Grooming
    Driver Interacting with Passengers, Animals or Objects in the Vehicle
    Other Driver Distractions Inside the Vehicle
    Driver Distractions Outside the Vehicle
    Unknown Driver Distraction
    Driver Not Distracted

15. **On the PTCR Overlay Sheet, <u>add</u> an "A - Other" category for Location Character** (Law enforcement recommended). This will require changes to the PTCR Overlay Sheet. This will also require modifications to the CLAS Database, and also may entail changes to some of the business edit rules in CLAS. The existing codes table in CLAS will need to be modified to contain this new code value.

16. **On the PTCR Overlay Sheet, <u>add</u> an "A - Other" category for Roadway Type** (Law enforcement recommended). This will require changes to the PTCR Overlay Sheet. This will also require modifications to the CLAS Database, and also may entail changes to some of the business edit rules in CLAS. The existing codes table in CLAS will need to be modified to contain this new code value.

17. **On the PTCR Part A and Supplemental, <u>reduce</u> the number of Vehicle Actions collected per unit from three to one**. This will require changes to the PTCR Overlay Sheet. It will also require modifications to the CLAS Officer Data Analysis Part A and Supplemental Screens, and the CLAS Officer Quality Assurance Part A and Supplemental Screens.

18. **On the PTCR Part A and Supplemental, <u>add</u> space for each unit to indicate if the vehicle was towed from the scene** (FMCSA recommended)**.** This should contain two boxes, one saying "Yes" and one saying "No". Add this data field to the CLAS Database at the motor vehicle level, and modify the CLAS Officer Data Analysis Motor Vehicle Screen and the CLAS Officer Quality Assurance Motor Vehicle Screen to allow the input of this data field.

19. **On the PTCR Supplemental, <u>remove</u> the "Any Vehicle Towed" box.** This box must also be removed or deactivated from the CLAS Officer Data Analysis Commercial Motor Carrier Screen and the CLAS Officer Quality Assurance Commercial Motor Carrier Screen.

20. **On the PTCR Part A, <u>add</u> space for each unit to indicate if it is a government-owned vehicle (police car, fire engine, etc.)** (Law enforcement recommended). This should contain two boxes, one saying "Yes" and one saying "No". Add this data field to the CLAS Database at the motor vehicle level, and modify the CLAS Officer Data Analysis Motor Vehicle Screen and the CLAS Officer Quality Assurance Motor Vehicle Screen to allow the input of this data field.

The following two changes impact the content of the CLAS Database, CLAS data input screens, and recipients of CLAS data feeds (if applicable), but do not require any changes to the paper PTCR, as these fields will not be collected by law enforcement officers, but rather by WSDOT collision analysts in the office:

21. **<u>Add</u> the 1-byte on/off road indicator** (MMUCC recommended) data field to the CLAS Database at the collision level, and modify the CLAS Officer Data Analysis Part A Screen and the CLAS Officer Quality Assurance Part A Screen to allow the input of this data field.

22. **<u>Add</u> the 1-byte type of intersection** (MMUCC recommended) data field to the CLAS Database at the collision level, and modify the CLAS Officer Data Analysis Part A Screen and the CLAS Officer Quality Assurance Part A Screen to allow the input of this data field. The following codes table will need to be created in CLAS to validate this field:

    <u>Proposed code values</u>
    Four-way intersection
    T intersection
    Y intersection
    Intersection within interchange
    Traffic Circle
    Roundabout
    Five leg or more intersection
    Unknown